

**TRINITY LUTHERAN HIGH SCHOOL
ACCEPTABLE USE POLICY FOR COMPUTERS AND THE INTERNET**

The use of Trinity Lutheran High School's computers is a privilege, not a right. Inappropriate use will result in the termination of this privilege.

The Internet provides opportunities to access countless information around the world. Student users and their parents must understand that Trinity cannot completely control the type of material available. Some material may be controversial or offensive. Trinity does not condone the use of such material and takes appropriate precautions to monitor access. Internet access will be terminated for users who do not follow the rules and regulations established by Trinity.

Acceptable Use

1. The use of your account must be consistent with the educational objectives of Trinity Lutheran High School. Acceptable computer use is limited to activities specifically assigned by a teacher. Use of computer resources for recreational games or any other unassigned activity is prohibited.
2. To transmit or knowingly receive any materials in violation of any federal or state regulation is prohibited. This includes, but is not limited to: copyrighted, threatening, harassing, pornographic, or obscene material.
3. Extensive unapproved computer use for personal or private business purposes is prohibited.
4. Respect the integrity of the computers and network system. Do not intentionally develop or activate programs that may harass other users or infiltrate or alter school software. This includes, but is not limited to: hacking, creating or spreading viruses, installing key-mapping software, forging e-mail, spamming, and attempting to use administrative commands.
5. Do not allow your curiosity to lead you to inappropriate material. Look for clues that might suggest a web link could lead to inappropriate material. If such material is unintentionally accessed, it is your responsibility to close the program(s) involved and inform a teacher or supervising staff member immediately.

Account Information Responsibilities

1. It is each user's responsibility to keep his/her account information private. Do not share your password or allow others to log on to a computer under your account. Allowing others to access Trinity's network by using your account information will result in the termination of your computer privileges. Additional disciplinary measures may be taken against the account owner and user.
2. No user should be logged on to more than one computer simultaneously.
3. Inform a teacher or supervising staff member if you believe another individual has discovered your password.

Privacy

Electronic mail is not guaranteed to be private; system operators have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities and disciplinary action will follow.

Active and Passive Use

Each computer is under the control of an individual user who is responsible for the content displayed. Since this information may easily be visible to other interested viewers, we must include this category of passive users in our usage policy. Passive users are classified as those individuals who simply join in viewing a computer monitor or who witness or encourage the inappropriate actions of the active user. Passive users are equally accountable for this usage policy, and are further required (in order to retain usage privileges) to report all inappropriate use to a teacher.

Consequences of Unacceptable Use

1. Suspension and/or termination of computer use privileges.
2. Additional disciplinary actions as listed in the student handbook.
3. Referral to civil law enforcement authorities for criminal prosecution.
4. Other legal action, including action to recover civil damages and penalties.
5. Trinity will bill users for damages and repairs to equipment or programs caused by intentional misuse.

Student Information (please print your name neatly)

(First)	(Last)	Grade
	/ /	
Student Signature	Date	Parent Signature
		Date

